

BOARD OF WATER COMMISSIONERS

July 24, 2007

Present: Chairman Donald Bates, Vice Chairman George Cavanaugh, Clerk Danette Gonsalves, Director of Water Operations Craig Wiegand, Acting Secretary Barbara Sayers.

Meeting called to order at 8:15 AM.

Motion to approve minutes from meeting of July 10, 2007 with punctuation corrections made by Vice Chairman George Cavanaugh, seconded by Chairman Donald Bates, unanimous vote to approve. Corrections noted.

Appointment: **8:15 AM ;Town Accountant David Ryan** before Board to discuss preliminary report as of 06/30/07 of the FY07 Water Enterprise Fund. This report represents closing figures as they pertain to the Water Enterprise Fund and was distributed to Board members as well as Director of Water Operations Craig Wiegand. Explanation and review of report was done, discussion regarding Town insurance policy being put out to bid, and reduction in this expense, Water Department will receive lower cost of this as well. Board of Selectmen had directed the Town Administrator, Town Accountant, and Department Heads to put together a Town wide five year plan that would be utilized in projecting the fiscal future of the Town revenues and expenditures. Water Department Enterprise Fund is in good shape and good management skills are in place with the Department. Detail expenses were discussed at meeting last night of the Board of Selectmen under Executive Session as some of those expenses pertain to personnel contracts still under negotiation and as such Town Accountant Dave Ryan is unable at this time to make those figures known. Once released, those figures will be reviewed between Director of Water Operations Wiegand and Town Accountant Dave Ryan. The Board thanked Dave Ryan for coming in and Dave said he was always available and would be happy to answer any questions they may have.

8:45 AM Ti-Sales Radio Read Demonstration; Vice President Don Ladd and Sales Representative Joe Coulter gave presentation and overview of Ti-Sales and the Neptune Company as well as the AMR reading system. Highlights included accuracy and consistency of meter readings that are obtained by Neptune equipment, expected life span of 20 years on battery of radio read unit, and the compatibility of today's technology with equipment still in use in system that is dated. Director of Water Operations Wiegand mentions that the Board is interested in being able to utilize the feature of tracking readings based on 24 hours of duration in an attempt to document usage in the case of high consumption and leaks. Many features and benefits of the E-Coder system were discussed. Our current software and reading equipment is compatible. Upgrade of meters would need to take place, Department of Water Operations Wiegand will be putting together a bid for the specified equipment. Board thanked both Don Ladd and Joe Coulter for their presentation.

Old/unfinished business; A payment plan agreement was reached with homeowner of 11 Rose Lane in assisting family with expenses from sudden well failure. A new service was installed and the customer now has Town water. Total cost of \$2,683.15 includes the cost of water service contractor, plumber, water service connection fee, water meter and includes 3% interest. Payment plan is for a time period of 24 months. Payments of \$118.80 are due on the 15th of each month. Agreement signed by Chairman Donald Bates, copy to be mailed to homeowner. Director of Water Operations Wiegand advised Board of notification received from State Appellate Tax Board regarding pending docket for Louis Lacerra. Hearing date is scheduled for August 8, 2007 at the Gus Canty Community Center in Falmouth. Director of Water Operations Wiegand will attend.

New business; Two abatements were signed based on Board of Appeals change in use decision of properties from seasonal to year round use. Vice Chairman George Cavanaugh abstained from signing as he serves on the Board of Appeals as well. Abatements signed by Chairman Bates and Clerk Gonsalves. Memo written by office staff commending distribution employee on exemplary performance was noted by Director of Water Operations Wiegand and Board.

Director of Water Operations Report was given by Craig Wiegand. He attended a meeting yesterday with the State Legislator sponsored by MWWA regarding the Water Management Act which is up for review. As proposed, he believes that the legislation is redundant and overly burdensome in its capacity to evaluate the effect of water withdrawals on surface waters, including streams, lakes and wetland areas in regards to new source approval. He will keep the Board informed as he hears anything on this issue. Director of Water Operations Wiegand discussed with Board, a personnel grievance that was filed by the shop steward pertaining to the recent use of cell phones that have GPS tracking devices installed. He explained and displayed how the software will be utilized. With the increased cost of gas and vehicle maintenance, the ability to dispatch distribution employees that are currently located within proximity of a report of an emergency. This ability will help to reduce the amount of response time as well as cost of travel to a particular call. He advised Board of grievance procedure and timeframes and will send a letter to the personnel union in response.

Next meeting; August 7, 2007

Upcoming meeting is August 21, 2007. Both meetings have been posted.

Motion to adjourn at 9:26 AM made by Vice Chairman George Cavanaugh, seconded by Clerk Danette Gonsalves, unanimously voted and so moved.

Respectfully submitted;

Donald T. Bates, Chairman
Operations

Craig Wiegand, Director of Water

George Cavanaugh, Vice-Chairman

Danette Gonsalves, Clerk

Barbara Sayers, Acting Secretary